



WILLIAM T FUJIOKA
Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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June 04, 2014

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

11 June 4, 2014

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

COUNTYWIDE CLASSIFICATION ACTIONS TO IMPLEMENT THE FISCAL YEAR 2014-2015 RECOMMENDED BUDGET (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

SUBJECT

This letter and accompanying ordinance will update the County Classification Plan and departmental staffing provisions by adding one (1) new unclassified classification, by deleting one (1) non-represented classification, and by implementing classification actions countywide in conjunction with the Fiscal Year (FY) 2014-2015 Recommended Budget as recommended by the Chief Executive Office.

IT IS RECOMMENDED THAT THE BOARD:

Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to add one (1) new unclassified classification, to delete one (1) non-represented classification, and to update the departmental provisions to reflect positions allocated, deleted and transferred in the FY 2014-2015 Recommended Budget.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The majority of actions recommended in this letter are budget related, and were approved - in concept - by the Board of Supervisors (Board) as part of the FY 2014-2015 Recommended Budget on April 15, 2014. Since that time, we have been working to gather and analyze the required information to determine and allocate the appropriate classification and level of new positions. This letter implements these specific changes to the departmental staffing provisions to be effective July 1, 2014.

The Board's approval of this ordinance will fulfill the Charter requirement to provide, by ordinance, for the number of County employees. It will also provide the authority for County departments to fill new positions allocated in the FY 2014-2015 Recommended Budget, delete positions no longer needed, and make other adjustments as necessary. These recommendations are a routine part of the annual budget process.

New Unclassified Classification

In conjunction with a reorganization of the Executive Office, Board of Supervisors, one (1) new unclassified classification is being established in the Executive Office, Board of Supervisors (Attachment A). The Assistant Executive Officer, Board of Supervisors (UC) will report directly to the Executive Officer, Board of Supervisors (UC) and will direct, plan, manage and implement the operational and administrative functions of the Executive Office, including fiscal, budget, and Board of Supervisors' meeting agendas. This new classification will allow for the proper alignment of current and newly assigned divisions within the Executive Office.

Deleted Classification

In conjunction with our continuing goal of reducing classifications, we are recommending the deletion of one (1) non-represented classification (Attachment A). This recommendation is consistent with the County's strategy to reduce the number of obsolete classifications.

Technical Adjustments and Corrections

In addition to classification actions directly related to the FY 2014-2015 approved budget, other technical and routine adjustments and corrections are being made to the staffing provisions of various County departments to reflect earlier Board-approved budget and classification actions. These adjustments include position adjusting entries from previous classification actions such as classification studies, reorganizations, and midyear allocations.

Implementation of Strategic Plan Goals

Approval of the accompanying ordinance will further the County Strategic Plan, Workforce Excellence and Organization Effectiveness Goals, to improve the quality of the workforce, to achieve departmental operational needs, and to maintain consistency in personnel practices throughout the County.

FISCAL IMPACT/FINANCING

The cost of and financing for the new position recommendations have been included in the FY 2014-2015 Recommended Budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The County Charter authorizes the establishment and maintenance of "a classification plan and the classification of all positions." This responsibility is further delineated in Civil Service Rule 5.

The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Your approval of these recommendations will enable departments to effect personnel actions associated with the recently approved budget for FY 2014-2015 and various classification studies. Ultimately, this will enhance the quality of services provided to the public and the operational effectiveness of the departments.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "W. Fujioka", with a stylized flourish at the end.

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:JA:SJM
AB:mmg

Enclosures

c: Executive Office, Board of Supervisors
County Counsel
Auditor-Controller
Department of Human Resources
Affected Departments

ATTACHMENT A**UNCLASSIFIED CLASSIFICATION RECOMMENDED
FOR ADDITION TO THE CLASSIFICATION PLAN**

Proposed Savings/Cafeteria Benefit Plan	Item No.	Title	Salary Schedule & Level
Savings/Megaflex	1114	Assistant Executive Officer, Board of Supervisors (UC)	N23 R16

**NON-REPRESENTED CLASSIFICATION
RECOMMENDED FOR DELETION**

Item No.	Title
4725	Chief, Administrative Support Bureau, Mental Health